Date: _____

UNITED STATES D	
District	t of
	Civil Action No.
To: (Defendant's name and address)	
A lawsuit has been filed against you. Within 21 days after service of this summons on you (are the United States or a United States agency, or an officer of P. 12 (a)(2) or (3) — you must serve on the plaintiff an answer the Federal Rules of Civil Procedure. The answer or motion my whose name and address are:	r to the attached complaint or a motion under Rule 12 of
If you fail to respond, judgment by default will be entered You also must file your answer or motion with the court.	ered against you for the relief demanded in the complaint.

CLERK OF COURT

Signature of Clerk or Deputy Clerk

AO 440 (Rev. 06/12) Summons in a Civil Action (Page 2)

Civil Action No.

PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))

	This summons for (no	ame of individual and title, if an	ny)		
was red	ceived by me on (date)		·		
	☐ I personally served the summons on the individual at (place)				
			on (date)	; or	
	☐ I left the summons at the individual's residence or usual place of abode with (name)				
	on (date), a person of suitable age and discretion who resides there, on the individual's last known address; or				
	☐ I served the summons on (name of individual) , who designated by law to accept service of process on behalf of (name of organization)				
			on (date)	; or	
	☐ I returned the summons unexecuted because				
	☐ Other (specify):				
	My fees are \$	for travel and \$	for services, for a total of \$	·	
	I declare under penalty of perjury that this information is true.				
Date:					
		_	Server's signature		
		_	Printed name and title		
		_	Server's address		

Additional information regarding attempted service, etc: